

STATE OF CALIFORNIA

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

**Base Year Modification Request Certification**

**Part 1: Generation Study - No Extrapolation Diversion Data**

To request a substitution for a previously approved base year used in calculating the diversion rate for your jurisdiction, please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

**California Integrated Waste Management Board  
Office of Local Assistance  
1001 I Street, (MS-25)  
PO Box 4025  
Sacramento, CA 95812-4025**

**General Instructions:**

Please select the **ONE** choice below that best explains your request to the Board.

- ☐ 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
- ☒ 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

**Section I: Jurisdiction Information and Certification**

*All respondents must complete this section.*

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name		County	
County of Sacramento/City of Citrus Heights Regional		Sacramento	
Authorized Signature		Title	
Type/Print Name of Person Signing		Date	Phone ( ) Include Area Code
		8-Jan-04	(916) 875-6789
Person Completing This Form (please print or type)		Title	
Kyle Pogue/Kaoru Cruz		Solid Waste Planner	
Affiliation: CIWMB			
Mailing Address	City	State	ZIP Code
9850 Goethe Road	Sacramento	CA	95827-3561
E-Mail Address			

<b>Section II: Information for New Generation-Based Study for Existing or New Base Year</b>			
<b>Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4").</b>			
<i>Note: New base years must be representative of a jurisdiction's disposal and diversion.</i>			
<b>1. Current Board-approved existing base year:</b>		<b>2. Proposed new generation-based study year:</b>	
1990		2001	
<b>3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:</b>			
The proposed generation study represents actual surveyed data collected for Calendar Year 2001 using the same methodologies as were applied to the 1998 through 2000 reporting years based on a generation based calculation of the Regional Agency's diversion rate. The 2000 values were audited by the CIWMB and the State Auditor's Office in 2001 for validity. Further, as shown on "Table A-2: Historical Results of CIWMB Calculator for the RA", on Page A-3 of the attached New Base Year for 2001 Report, the Generation Based Diversion Rate column shows a steady increase in the diversion percentage as programs were implemented, then finally levelling off upon completion of implementation.			
<b>4. Enter diversion rate information below.</b>			
<b>Diversion rate calculated using existing base year</b>		<b>Diversion rate calculated using new generation-based study</b>	
<b>a. 18 %</b>		<b>b. 56 %</b>	
<b>For existing base year pounds/person/day based on generation</b>		<b>For new generation based study pounds/person/day based on generation</b>	
8.16		12.37	
<b>Residential generation 49.3 %</b>	<b>Non-Residential generation 50.7 %</b>	<b>Residential generation 30 %</b>	<b>Non-Residential generation 70 %</b>
<b>Population existing generation-based study 632,330</b>		<b>Population new generation-based study 682,700</b>	
<b>5. If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).</b>			
Since 1998, all diversion efforts within the Regional Agency (RA) have been tracked by estimating actual tons diverted using local ordinance reporting requirements and approved survey methodologies. By 1998, the existing base year appeared to be inaccurate when using it to determine the diversion rate each year for the RA (see Table A-2 as referred in in the response to Question 3 above). For Reporting Year 2000, the CIWMB audited the methodologies for determining the generation based accounting method used by the RA for developing the diversion rate for that year. The CIWMB approved the 2000 diversion rate for the RA in February 2003. Using the New Base Year for 2001 to determine the diversion rate for 2002, the result for 2002 is similar to the rates for 2000 & 2001. This is contrary to the results using the existing base year from 1990. The difference for preliminary values for 2002 are 29% vs. 51% using the 1990 vs. 2001 Base Years, respectively.			
<b>6. If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference. (For example: new/improved curbside diversion programs.)</b>			
The difference of 37% between the 1990 Base Year and the 2001 Base Year is based on more current and accurate measurement of the existing diversion taking place now, rather than almost 14 years ago. With all of the proposed SRRE programs being implemented and local ordinances being in-place and enforced since the mid-1990's, a more accurate measurement of actual diversion taking place today is possible.			

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmib.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.ciwmib.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>	(A)	(A/Total Generation)			
<b>Other Residential Recycling (list each program separately)</b>					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal, Residential Recycling</b>	<b>70571</b>	<b>4.6%</b>			
<b>Residential Composting Activities</b>					
<b>Green Waste Drop-off</b>			Included in Curbside Green Waste Figure		
<b>Curbside Green Waste</b>	92394	6.0%	Curbside Containerized Green Waste, Christmas Trees, County Facilities Self-Haul, Etc.	actual weight	Tonnage Records
<b>Christmas Tree Program</b>			Included in Curbside Green Waste Figure		
<b>Other Residential Composting (list each program separately)</b>					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal, Residential Composting</b>	<b>92394</b>	<b>6.0%</b>			
<b>Subtotal, Residential Diversion</b>	<b>174940</b>	<b>11.4%</b>			
<b>Non-Residential Source Reduction Activities:</b>					
<b>Non-Residential Waste Audits*</b>			See Section 9	See Section 9	See Section 9
<b>Other Non-Residential Source Reduction (list each program separately)</b>					
Enter Program name					
Enter Program name					
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal, Non-Residential Source Reduction</b>	<b>0</b>	<b>0.0%</b>			



<b>7. Disposal Tonnage (enter values):</b>	<b>288350</b> <small>Residential</small>	<b>392671</b> <small>Non-Residential</small>	<b>681021</b> <small>Total</small>
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Please select the **ONE** choice below that best explains your disposal data and complete the required tables.

☐ a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Section 8.)

☐ b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc))

☒ c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc))

8. In the table below, list the summarized diversion activities, and diversion data records that support your claim and are available for Board audit. **Note: The Board expects the jurisdictions to be able to provide all back-up documentation, if requested.** Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids [e.g., concrete, asphalt, dirt,] white goods, and scrap metal, please identify those programs/waste types and fill out Section 10. Please mark as Attachment 8 all copies of survey forms.

\*Please provide detailed Non-Residential waste information in Section 9.

**Note: The Board has indicated that it will be scrutinizing total source reduction amounts greater than 5% of total generation. Please be prepared to provide additional details substantiating your claim.**

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>	(A)	(A/Total Generation)			
<b>Residential Source Reduction Activities</b>					
Backyard composting	2537	0.2%	grass clippings and food scraps	577lbs/hh/yr (grass) 225lbs/hh/yr (food)	Consultant Report
Grasscycling	0	0.0%			
<b>Other Residential Source Reduction (list each program separately)</b>					
Thrift Stores	9330	0.6%	See Attached New Base Year Report		Consultant Report
Diaper Service	107	0.0%	Cloth Diapers	See Attached New Base Year Report	Diaper Service Interview Notes
Enter program name		0.0%			
Enter program name		0.0%			
Enter program name		0.0%			
<b>Subtotal, Residential Source Reduction</b>	<b>11974</b>	<b>0.8%</b>			
<b>Residential Recycling Activities</b>					
Curbside Recycling	58732	3.8%	See Section A - Chart 3 of New Base Year Study Report	actual weight	Haulers reports
Buyback Centers	11839	0.8%	AB 2020 Program Materials	actual weight	DOC Records
Drop-off Centers					



Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.clwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.clwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>	(A)	(A/Total Generation)			
<b>Recycling</b>					
Non-Residential Waste Audits*			See Section 9	See Section 9	See Section 9
<b>Other Non-Residential Recycling (list each program separately)</b>					
County Facilities Self-Haul	26646	1.7%	Inerts, White Goods, Wood Waste, Tires, CRTs, Etc. (See attached New Base Year Study Report)	actual weight	Tonnage Records
Private Facilities Self-Haul	97748	6.3%	Card Board, MRF Fines/ADC, Green Waste, Inerts, Metals, Plastics, Etc. (See attached New Base Year Study Report)	actual weight	Quarterly Survey Forms - Maintained at RA Office
SWA Franchisees (Franchised Commercial Haulers)	105930	6.9%	Card Board, MRF Fines/ADC, Commingled Recyclables, Glass, Green Waste, Inerts, Metals, Plastics, Etc. (See attached New Base Year Study Report)	actual weight	Quarterly Survey Forms - Maintained at RA Office
Local Recycling Companies	409557	26.6%	Cardboard, Glass, Green Waste, Inerts, Metals, Mixed Paper, Etc. (See attached New Base Year Study Report)	actual weight	Annual Survey Forms - Maintained at RA Office
Mill Direct Recyclable Marketing	21982	1.4%	Cardboard, Mixed Paper, Newspaper, Etc. (See attached New Base Year Study Report)	actual weight	Annual Survey Forms - Maintained at RA Office
<b>Subtotal Non-Residential Recycling</b>	<b>661864</b>	<b>42.9%</b>			
<b>Non-Residential Composting Activities</b>					
Non-Residential Waste Audits*			See Section 9	See Section 9	See Section 9
<b>Other Non-Residential Composting (list each program separately)</b>					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal Non-Residential Composting</b>	<b>0</b>	<b>0.0%</b>			
<b>Subtotal Non-Residential Diversion Residential/Non-Residential Diversion Activities</b>	<b>661864</b>	<b>42.9%</b>			
ADC	11545	0.7%	MRF Fines, Green Waste, C&D Processing Fines	actual weight	Quarterly Survey Forms - Maintained at RA Office
Sludge					
Scrap Metal	11774	0.8%	Metals Recovered at Facilities & Recycling Companies	actual weight	Quarterly Survey Forms & Tonnage Data - Maintained at RA Office
Construction and Demolition			Included in County & Private Facilities, SWA Franchisees, Local Recycling Companies		
Landfill Salvage	172	0.0%	Materials Recovered from Tipping Area (Program ended in April, 2001)	actual weight	Tonnage Data
<b>Subtotal Residential/Non-Residential Diversion</b>	<b>23491</b>	<b>1.5%</b>			
<b>Total Res/Non-Res Source Reduction Tons</b>	<b>11974</b>	<b>0.8%</b>			
<b>Total Diversion Tons</b>	<b>860294</b>	<b>55.8%</b>			

Diversion Activity	Actual tons	Relative Percent to Total Generation	Specific Material Type(s) (List operation w/multiple materials in one box)	Specific Conversion Factor Used (if any) and Source	Type of Record and Location of Record
Please use the Board's program types. The program type glossary is online at: <a href="http://www.chmmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.chmmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>	(A)	(A/Total Generation)			
Total Disposal Tons from Sec.7	881021	44.2%			
Total Generation Tons (Div+Dis)	1541315				
Diversion Rate	56%				

1,552,469

# 9. Specific Non-Residential Sector Waste Audits--Top 10 Non-Residential Generators

Please complete this table for the top 10 non-residential generators that were surveyed. List each non-residential generator separately from largest to smallest, based on total diversion tons. Audit reference number ties to your audit sheets.

(Table will perform all addition calculations).

Type of Non-Residential Generator	Audit Reference Number	Specific/Major Diversion Activities Include Material Type (e.g., paper recycling, grasscycling). (List activities on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation In Section 8)	Survey Method Phone (P) Mail (M) On-site (O) Other _____
Totals								

Also provide an attachment 9 which includes all of the generators surveyed. Include for each generator (use type of generator in lieu of specific business name) diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors/sources. Include copies of survey form(s) used.

Summarize the non-residential diversion activities for the top 10 generators quantification methodology, and applicable conversion factors and sources (e.g., cardboard recycling: quantified by monthly tonnage receipts provided by the contact person at the business).



**10.** For each restricted waste type (i.e., agricultural waste, inert solids, [e.g. concrete, asphalt, dirt, etc.] scrap metals and white goods [PRC section 41781.2]) and associated program, please provide the following information:

**a.** If the diversion program started on or after January 1, 1990, complete the following table.

**Note:** program name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept.").

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
White Goods	County Operated White Goods Program (CFC) at NCU, TS, and LF	1996	2522
Inert Solids	SWA Ord. No. 2 & Resolution 96-01 (drop box/C&D)	1996	375605
Scrap Metal	SWA Ord. No. 2 & Resolution 96-01 (Recovery through Processing)	1996	11774
Pull Down for Waste Types			
Pull Down for Waste Types			
Pull Down for Waste Types			

**b.** If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board - on a separate sheet marked "Attachment 10b", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).
- That the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (**Note:** this criterion is applicable to the entire jurisdiction, not to individual programs (PRC sec. 41781.2 [c] [2]). Please include documentation.
- That the jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

**Note:** If documentation for a waste type and program has already been approved by the Board, you do not have to provide an attachment 10b for that waste type and program.

Instead please provide date of Board approval of previously submitted information. \_\_\_\_\_ (Date)

If documentation is not available, go to 10d.

**c.** If the diversion program started before January 1, 1990, and the documentation requested in 10b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		
Pull Down for Waste Types		

**d.** If the diversion program started before January 1, 1990, and the documentation requested in 10b is not available, please complete the table below for each program claimed. **Note:** Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				
Pull Down for Waste Types				